



# BV-SHRM

## Spring 2013 Certification Study Syllabus

Date & Time: Thursday evenings from 6 p.m. to 9 p.m.

Location: Spherion Staffing - 4101 South Texas Avenue, Ste. B – Bryan, TX 77802

DATE	MODULE	% ON EXAM PHR / SPHR		FACILITATOR	ASSIGNMENT
January 31	Module 1: Business Management & Strategy	11%	30%	Bob Hensz, SPHR	Module 1 (Sections 1-1 thru 1-4)
February 7	Module 1: Business Management & Strategy			Bob Hensz, SPHR	Module 1 (Sections 1-5 thru 1-8)
February 14	Module 2: Workforce Planning & Development	24%	17%	Cheryl Young, SPHR	Module 2 (Sections 2-1 thru 2-6)
February 21	Module 2: Workforce Planning & Development			Cheryl Young, SPHR	Module 2 (Sections 2-7 thru 2-12)
February 28	Module 3: HR Development	18%	19%	Stacy Overby, SPHR	Module 3 (Section 3-1 thru 3-5)
March 7	Module 3: HR Development			Retha Blakely, SPHR	Module 3 (Sections 3-6 thru 3-8)
March 14	<b>Spring Break – No Study Session</b>				
March 21	Module 4: Compensation	19%	13%	Tom Owen, SPHR	Module 4 (Sections 4-1 thru 4-4)
March 28	Module 4: Benefits			Sarah Tobola, SPHR, CEBS	Module 4 (Sections 4-5 thru 4-11)
April 4	Module 5: Employee & Labor Relations	20%	14%	Thom Holt, SPHR	Module 5 (Sections 5-1 thru 5-4)
April 11	Module 5: Employee & Labor Relations			Thom Holt, SPHR	Module 5 (Sections 5-5 thru 5-8)
April 18	Module 5: Employee & Labor Relations			Thom Holt, SPHR	Module 5 (Sections 5-9 thru 5-10)
April 25	Module 6: Risk Management	8%	7%	Retha Blakely, SPHR	Module 6 (All chapters)
May 2	Optional - Final Practice Test & Review			Diana Dean, SPHR	